



# LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,  
Creating Futures*

Monty Sullivan  
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**DATE:** April 1, 2021

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin  
Chief Operations Officer

**FROM:** Gena Doucet  
Chief Human Resources and Development Officer

**SUBJECT:** American Rescue Plan Act of 2021

**Recommendation:** Staff is recommending that as allowed by the American Rescue Plan Act of 2021 that we provide up to 80 hours of paid leave for a full-time employee through September 30, 2021 for any one or a combination of the following:

1. an employee subject to a quarantine or isolation order related to COVID-19;
2. an employee advised by a health care provider to self-quarantine related to COVID-19;
3. an employee experiencing COVID-19 symptoms and seeking a medical diagnosis;
4. an employee caring for an individual subject to a quarantine or isolation order related to COVID-19 or caring for an individual advised by a health care provider to self-quarantine related to COVID-19.
5. an employee caring for a child whose school or place of care is closed or childcare provider is unavailable for reasons related to COVID-19.
6. leave set forth in 1, 2 and 3 above, an employee may receive their regular rate of pay up to \$511/day (maximum of \$5,110.00 in the aggregate for the 80-hour period).
7. leave set forth in 4 and 5 above, an employee may receive two-thirds of their regular rate of pay up to \$200/day (maximum \$2,000 in the aggregate for the 80-hour period).

Leave set forth in this memo is only available to employees who have not previously exhausted these leave allotments under the former Families First Coronavirus Response Act or previous versions of this rule. Leave shall be pro-rated for eligible employees working less than full-time.

Staff is also requesting approval to grant time off without loss of pay, annual leave or sick leave to an employee in order to receive a COVID-19 vaccination, provided such leave shall not exceed 4 hours for each administration of the vaccine.

**Background:**

The **Families First Coronavirus Relief Act** mandated that employers provide employees with paid sick leave and expanded family and medical leave requirements through December 31, 2020. The FFRCA allowed qualifying employees leave without loss of pay, annual leave or sick leave.

When the FFRCA expired the President signed the **Consolidated Appropriations Act of 2021** on December 27, 2020 that allowed the extension of such leave but did not legally require it. Therefore, we extend the paid leave through March 31, 2021.

When President Biden signed the **American Rescue Plan Act of 2021(ARPA)** the paid sick leave benefits was changed to allowed up to 80 hours of special leave for COVID related activities set forth in the original Families First Coronavirus Relief Act. This extension would be through September 30, 2021.

**Benefits to the System:** In an effort to ensure that all types of employees throughout the LCTCS are afforded the same benefits, we recommend this extension of paid leave be a systemwide effort.

**APPROVED:**



Dr. Monty Sullivan  
LCTCS President  
Appointing Authority